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11 February 1983

MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 11 February 1983

1. Progress reports on tasks assigned by DCI/DDCI:

All action on tasks assigned by the DCI/DDCI has been completed.

2. Items/events of major interest:

b. Two DIA SAFE Early Capability processors were delivered on 8/9 February; both processors are being installed on 11 February. On 1 February, the Agency Contract Review Board approved the Director of Data Processing's recommendation that Geodynamics Corporation be awarded the SAFE Quality Assurance Contract.

e. With the installation of two APS-Micro 5 Phototypesetters in room GJ-56 Headquarters, the Office of Current Production and Analytic Support of the DI is accelerating plans to produce the National Intelligence Daily in a typeset format via ETECS. This new system will replace the use of NBI and IBM Mag Card typewriters. The ETECS Mini-Edit System is currently being used for production of most National Intelligence Estimate drafts.

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f. On 2 February representatives of the Office of Medical Services conducted a management training session on the Agency Alcohol Program for 40 supervisors from the Office of Technical Services.

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h. On 3 February, members of the Office of Security provided a three-hour Hostile Audio Surveillance Briefing to the Senior Military Cryptologic Course (CY-500) held at the National Security Agency training facility.

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i. The Executive Decision Analysis Course began on 7 February with 16 students (2 - CIA; 3 - DIA; and 11 - NSA).

j. During 31 January - 4 February, instructors from the Office of Training and Education conducted the second phase of the Applied Analytical Techniques Course for military analysts at Ft. Bragg, North Carolina. Sixty analysts from three different intelligence organizations attended. The third phase of the course will be conducted 28 February - 4 March.

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3. Significant activities anticipated during the coming week:

a. The SAFE Integrated Capabilities System Design Review will be held 14 - 16 February

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b. At his request, staff committee member Edward P. Levine of the SSCI will receive briefings from Directorate of Administration offices on space (14 February) and on Project SAFE (18 February). The Deputy Director for Administration will attend these sessions.

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Harry E. Fitzwater

EO/DDA [] cn (11 February 83)

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